



Los Angeles County AUDIT COMMITTEE

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

January 10, 2012

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

17 January 10, 2012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

SUNSET REVIEW FOR THE LOS ANGELES COUNTY PARKS AND RECREATION COMMISSION (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Request to extend the sunset review date for the Los Angeles County Parks and Recreation Commission; and amendment to the County Code to specify how often the Commission should meet.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Extend the Parks and Recreation Commission sunset review date to July 1, 2014.
2. Instruct the Department of Parks and Recreation (DPR) work to with County Counsel to amend County Code Chapter 3.46 to add a section specifying how often the Commission should meet.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

At its meeting held November 17, 2011, the Los Angeles County Audit Committee considered and approved the attached recommendations of the Auditor-Controller.

The Los Angeles County Parks and Recreation Commission (Commission) was established by the Board pursuant to Los Angeles County Code Chapter 3.46. The Board approved the most recent sunset review extension on September 1, 2009 through December 1, 2009.

The Commission advises the Board, the Director of DPR, and other County officers on park/land acquisitions, improvements and governance of County parks, recreational areas and facilities, and

recreation programs.

During this review period, the Commission noted the following accomplishments:

- Advocating to the Board to apply for a grant from Edison International to support recreational programs. As a result, the Commission and the Aquatics Foundation of Metropolitan Los Angeles, a non-profit organization, applied for and received a \$20,000 grant to support swim classes and tournaments at DPR's Ted Watkins Aquatic Training Center.
- Advising DPR to have computers available for staff to assist citizens, who do not have computer access, make on-line reservations for park facilities using the Central Reservation System.
- Recommending that DPR expand the movie night program as a way to reduce violence at County parks. Statistics indicate a reduction in violence during movie night programs at non-County parks.
- Recommending that DPR promote the "Play for Life!" Campaign through television and radio, to encourage the public to participate in physical activities and recreational programs. DPR received the 2008 California Park and Recreation Society Award of Excellence for the Campaign.

FISCAL IMPACT/FINANCING

Commissioners receive compensation of \$25 for each meeting attended, not to exceed two meetings per month. For Fiscal Year 2009-10, DPR estimated spending approximately \$2,700 for stipends, staff support, and services and supplies.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Commission has five members, one appointed by each Supervisor. The County Code does not indicate how often the Commission is required to meet; however, from July 2007 to September 2009, the Commission's bylaws required monthly meetings. On October 6, 2009 (Item 6), the Board authorized the Commission to change its meeting frequency from monthly to quarterly. The Commission held 12 of the 27 (approximately 44%) required monthly meetings between July 2007 and September 2009. From October 2009 to June 2010, the Commission held all of the required quarterly meetings. During the review period, the Commission had an average attendance of 3.2 (64%) members. Because the Commission's meeting frequency is not indicated in the County Code, it is recommended that DPR work with County Counsel to amend County Code Chapter 3.46 to add a section specifying how often the Commission should meet.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

For the next evaluation period, the Commission's objectives are to:

- Continue to promote and advocate for DPR regarding recreation programs and budget issues.
- Continue to advise and make recommendations to the Board and DPR on matters related to County parks, recreation areas and facilities, recreation programs and budget issues.
- Continue to assist DPR in coordinating recreation services and programs with other organizations.

The Honorable Board of Supervisors

1/10/2012

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- Obtain public input on DPR projects, such as the Whittier Narrows Equestrian Center Master Plan, Puente Hills Landfill/Proposed Recreation Project and other projects.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be 'GC' followed by a stylized flourish.

GENIE CHOUGH

Chair

GC:vn

Enclosures

- c: Russ Guiney, Director, Department of Parks and Recreation
Michael Popovec, Chair, Parks and Recreation Commission
Wendy L. Watanabe, Auditor-Controller
Sachi A. Hamai, Executive Officer of the Board
Janet Logan, Chief of Board Operations
Angie Johnson, Chief of Commission Services



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
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PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

ASST. AUDITOR-CONTROLLERS

ROBERT A. DAVIS
JOHN NAIMO
JAMES L. SCHNEIDERMAN
JUDI E. THOMAS

October 17, 2011

TO: Audit Committee

FROM: Wendy L. Watanabe
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY PARKS AND
RECREATION COMMISSION**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Los Angeles County Parks and Recreation Commission's (Commission) sunset review date to July 1, 2014.

The Department of Parks and Recreation (DPR or Department) work with County Counsel to revise the County Code to specify how often the Commission should meet.

BACKGROUND

The Board established and has continued the Commission pursuant to Los Angeles County Code Chapter 3.46. The Board approved the most recent sunset review date extension in September 2009.

The Commission advises the Board, the Director of DPR, and other County officers on park/land acquisitions and improvements; the governance of County parks, recreational areas, and facilities; and recreation programs (e.g., junior golf and swim tournaments, after-school homework assistance, arts and crafts programs, etc.).

The Commission has five members, one appointed by each Supervisor. Unlike most County commissions, the County Code does not indicate how often the Commission is required to meet. From July 2007 to September 2009, the Commission's bylaws required it to meet monthly. In October 2009, the Board authorized the Commission to change its meeting frequency from monthly to quarterly. Because the Commission's

meeting frequency is not indicated in the County Code, we have recommended that DPR work with County Counsel to revise the County Code to specify how often the Commission should meet.

Beginning in April 2009, commissioners receive \$25 for each meeting they attend, for up to two meetings per month. DPR estimates that they spent approximately \$2,700 for stipends, staff support, and services and supplies in Fiscal Year 2009-10.

JUSTIFICATION

From July 2007 to September 2009, the Commission held 12 of its 27 (44%) required monthly meetings. From October 2009 to June 2010, after the Board approved quarterly meetings, the Commission held all of the required meetings. During the review period, the Commission had an average attendance of 3.2 (64%) members.

During the review period, the Commission's accomplishments included:

- Advocating to the Board to apply for a grant from Edison International to support recreational programs. As a result, the Commission and the Aquatics Foundation of Metropolitan Los Angeles, a non-profit organization, applied for, and received, a \$20,000 grant to support swim classes and tournaments at DPR's Ted Watkins Aquatic Training Center.
- Advising DPR to have computers available for staff to help citizens who do not have computer access to make on-line reservations for park facilities using the Central Reservation System.
- Recommending that DPR expand the movie night program as a way to reduce violence at County parks. Statistics indicate a reduction in violence during movie night programs at non-County parks.
- Recommending that DPR promote the "Play for Life!" Campaign through television and radio, to encourage the public to participate in physical activities and recreational programs. DPR received the 2008 California Park and Recreation Society Award of Excellence for the Campaign.

The Commission's objectives for the next review period are to:

- Continue to promote and advocate for the Department regarding recreation programs and budget issues.
- Continue to advise and make recommendations to the Board and DPR on matters related to County parks, recreation areas, and facilities; recreation programs; and budget issues.

- Continue to assist DPR in coordinating recreation services and programs (e.g., exercise classes, swim tournaments, etc.) with other organizations.
- Obtain public input on DPR projects, such as the Whittier Narrows Equestrian Center Master Plan, Puente Hills Landfill/Proposed Recreation Project, and other projects.

Please call me if you have any questions, or your staff may contact Robert Campbell at (213) 253-0101.

WLW:JLS:RGC:TK

Attachments

c: Russ Guiney, Director, Department of Parks and Recreation
Michael Popovec, Chair, Parks and Recreation Commission
Janet Logan, Chief, Board Operations
Angie Johnson, Chief, Commission Services

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY PARKS AND RECREATION COMMISSION
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' (Board) purpose and expectations?)

The stated mission is as set forth in the Board order establishing the Parks and Recreation Commission (Commission). **CONCUR.**

Section 1. Relevance. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

The Commission advises the Board, the Director of the Department of Parks and Recreation (DPR or Department), and other County officers on park/land acquisitions and improvements; the governance of County parks, recreational areas and facilities; and recreation programs (e.g., junior golf and swim tournaments, after-school homework assistance, arts and crafts programs, etc.).

The Commission's mission appears to be **RELEVANT.**

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

From July 2007 to September 2009, the Commission held 12 (44%) of its 27 required monthly meetings. From October 2009 to June 2010, after the Board approved quarterly meetings, the Commission held all of its required quarterly meetings. During the review period, the Commission had an average attendance of 3.2 (64%) members.

The Commission's attendance is **SATISFACTORY.** The Commission's meeting frequency from July 2007 to September 2009 was **UNSATISFACTORY.** However, as noted above, in October 2009, the Board changed the Commission's meeting frequency from monthly to quarterly. The Commission's meeting frequency from October 2009 to June 2010 was **SATISFACTORY.** Although the Commission's meeting frequency was low during part of the review period, the Commission successfully fulfilled its duties.

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

During the evaluation period, the Commission's accomplishments included:

- Advocating to the Board to apply for a grant from Edison International to support recreational programs. As a result, the Commission and the Aquatics Foundation of Metropolitan Los Angeles, a non-profit organization,

applied for, and received, a \$20,000 grant to support swim classes and tournaments at DPR's Ted Watkins Aquatic Training Center.

- Advising DPR to have computers available for staff to help citizens who do not have computer access to make on-line reservations for park facilities using the Central Reservation System.
- Recommending that DPR expand the movie night program as a way to reduce violence at County parks. Statistics indicate a reduction in violence during the movie night program at non-County parks.
- Recommending that DPR promote the "Play for Life!" Campaign through television and radio, to encourage the public to participate in physical activities and recreational programs. DPR received the 2008 California Park and Recreation Society Award of Excellence for the Campaign.

The Commission's accomplishments and results are **SATISFACTORY**.

Section 5. Objectives. (Are the objectives compatible with the mission and goals and relevant within the current County environment?)

The Commission's objectives for the next review period are to:

- Continue to promote and advocate for the Department regarding recreation programs and budget issues.
- Continue to advise and make recommendations to the Board and DPR on matters related to County parks, recreation areas and facilities; recreation programs; and budget issues.
- Continue to assist DPR in coordinating recreation services and programs with other organizations.
- Obtain public input on DPR projects, such as the Whittier Narrows Equestrian Center Master Plan, Puente Hills Landfill/Proposed Recreation Project, and other projects.

The Commission's future objectives appear **RELEVANT**.

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

Beginning in April 2009, commissioners were authorized to receive \$25 for each meeting they attend, not to exceed two meetings per month. DPR estimates that

they spent approximately \$2,700 for stipends, staff support, services and supplies in Fiscal Year 2009-10.

The Commission's expenses appear to be WARRANTED.

Section 7. Recommendation.

**EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY
PARKS AND RECREATION COMMISSION TO JULY 1, 2014.**

Los Angeles County Parks and Recreation Commission Attendance Record

Commissioner	Nominated by:	9/30/2007 (1)	12/31/07	3/31/08	6/30/08	9/30/08	12/31/08	3/31/09	6/30/09	9/30/2009 (1)	12/31/09 (2)	3/31/10	6/30/10 (2)	Totals	% Attended
Number of Meetings per Quarter		1	0	2	1	1	0	2	2	3	1	1	1	15	
Sal B. Castro	1st District	1	0	1	1	1	0	2	2	1	1	1	1	12	80%
Stanley D. Lee	2nd District	1	0	2	1	1	0	2	2	3	1	1	1	15	100%
Raymond Ojeda	3rd District	1	0	2	1	1	0	2	2	3	0	0	1	13	87%
Dave Lee Rodda	4th District	0	0	0										0	0%
Michael Popovec	4th District								1	3	1	1	1	7	88%
Vacant	4th District				0	0	0	0						0	0%
William (Bill) Korek	5th District	0	0	1	0	0	0	0	0	0	0	0	0	1	7%
Totals		3	0	6	3	3	0	6	7	10	3	3	4	48	
Average Attendance per Meeting											3.2		→		

Legend:

■ Vacancy filled or Commissioner did not serve during this period.

(1) Between July 2007 and September 2009, the Commission held 12 of the 27 required monthly meetings.

(2) Between October 2009 and June 2010, after the Board approved the new meeting frequency requirement, the Commission met quarterly, as required.